



April 17, 2006

TO: Citizens' Oversight Committee Members

FROM: Dianne Steinhauser, Executive Director

RE: Citizens' Oversight Committee FY 2004/2005 Annual Report, Agenda Item 7

Dear Committee Members:

**Executive Summary**

At the February 27, 2006 meeting, the Committee reviewed draft content for the FY 2004/2005 Annual Report. At that meeting, the Committee directed staff to revise the document based on their comments, with the intent of publishing the FY 2004/ 2005 Annual Report as a letter report.

**Recommendation**

- 1) Provide additional comment on the Annual Report content.**
- 2) Give staff direction on finalizing the report, including distribution.**
- 3) Set public hearing date for release of the report.**

At the February 27<sup>th</sup> meeting, Committee members discussed the draft Annual Report, making specific recommendations on both content and order of presentation. As part of the discussion, there was general consensus that the presentation of a full report format on FY 2004/2005 revenues and expenditures did not seem appropriate since TAM received its first payment of the half-cent sales tax in June 2005, immediately prior to the fiscal year end. The Committee determined that the best approach would be to issue the report as a letter, not to exceed two pages, presenting the FY2004/2005 financial information.

Staff has revised the report content based on the direction received from the Committee (attached). The final report, as mandated by the Expenditure Plan, must be made widely available to the public at large. Suggestions made at the December 5<sup>th</sup> and February 27<sup>th</sup> meetings included posting the report on the TAM website, emailing a copy of the report to the TAM email list, providing notice to local print media, and providing copies to libraries and civic buildings.

**Recommendation:**

- 1) Provide additional comment on the Annual Report content.**
- 2) Give staff direction on finalizing the report, including distribution.**
- 3) Set public hearing date for release of the report.**

Attachments:

FY 2004/2005 Annual Report (Draft)

**To: Marin County Residents**  
**From: Transportation Authority of Marin Citizens' Oversight Committee**  
**Subject: Fiscal Year 2004/2005 Annual Report**

### **The Transportation Authority of Marin**

The Transportation Authority of Marin (TAM) was created for the purpose of administering the Measure A sales tax, which supports transportation improvements in Marin County. TAM has also been designated as the Congestion Management Agency (CMA), which is responsible for programming funding for all transportation programs in Marin County. The TAM Board includes representatives from each city and town in Marin County, plus the five members of the Marin County Board of Supervisors.

### **History of Measure A**

To improve transportation in Marin, hundreds of Marin residents, including elected officials and planners, met and participated in public forums to decide the best way to address Marin's transportation needs. The process was conducted by a Joint Committee of the Board of Supervisors, Marin County Transit District, and the Marin County CMA, and included representation from each city and town in Marin. In 2003, participants created a "Transportation Vision" that outlined \$1.6 billion in desired projects and programs. The "Transportation Vision" noted that a source of local funding was the necessary first step to address the most immediate needs. A 1/2-cent sales tax was the most feasible option available.

Measure A was approved by a 71.2% margin on the November 2, 2004 ballot. Collection of the ½ cent sales tax began on April 1, 2005, and the first payment was received by TAM in June 2005.

### **The Citizens' Oversight Committee**

The voter-approved Marin County Transportation Sales Tax Expenditure Plan (Expenditure Plan) mandated the formation of the Citizens' Oversight Committee. The purpose of the Citizens' Oversight Committee is to review TAM's expenditures for consistency with the Expenditure Plan and to report to Marin residents on how Measure A funds are being spent.

### **FY 2004/2005 Measure A Revenue and Expenditures at a Glance (\$ X 1,000)**

|         | Debt<br>Expense | Reserve | Admin:<br>Sal/Ben | Admin:<br>Other | Strategy<br>1 | Strategy<br>2 | Strategy<br>3 | Strategy<br>4 | Total            |
|---------|-----------------|---------|-------------------|-----------------|---------------|---------------|---------------|---------------|------------------|
| Revenue | \$3,500.0       | \$57.0  | \$10.8            | \$43.4          | \$566.3       | \$77.2        | \$272.9       | \$113.3       | <b>\$4,640.9</b> |
| Expense | --              | --      | --                | --              | \$3,462.0     | --            | --            | --            | <b>\$3,462.0</b> |

Measure A funds have been designated to implement four Strategies. The goal of these Strategies is to improve mobility and reduce local congestion for everyone who lives or works in Marin County by providing a variety of high quality transportation options designed to meet local needs.

The four Strategies, the proportion of the Measure A funds to be expended for each, and the revenue allocation for FY 04/05 are laid out in the table below:

| <b>Implementation Strategy</b>   | <b>Proportion of Meas. A Funds*</b> | <b>Total Measure A Allocation (\$ X 1,000)</b> | <b>FY 04/05 Revenue Allocation (\$ X 1,000)</b> |
|--|-------------------------------------|--|---|
| 1. Develop a seamless local bus transit system that improves mobility and serves community needs, including special transit for seniors and the disabled (paratransit services). | 55.0%                               | \$182,380.0                                    | \$566.3   |
| 2. Fully fund and ensure the accelerated completion of the Highway 101 Carpool Lane Gap Closure Project through San Rafael.  | 7.5%                                | 24,870.0                                       | 77.2  |
| 3. Maintain, improve, and manage Marin County's local transportation infrastructure, including roads, bikeways, sidewalks, and pathways.   | 26.5%                               | 87,870.0                                       | 272.9   |
| 4. Reduce school related congestion and provide safer access to schools.   | 11.0%                               | 36,480.0                                       | 113.3   |
| <b>TOTAL</b>   | <b>100.0%</b>                       | <b>\$331,600.0</b>                             | <b>\$1,029.7</b>                                |

\*After required "off-the-top" deductions (e.g., administrative costs and debt service reserve).

### **Validation of the TAM Revenue and Expenditures**

The members of the Citizens' Oversight Committee reviewed TAM's Audited Statement of Revenue and Expenditures under Measure A for Fiscal Year 2004/2005 (July 1, 2004 to June 30, 2005). The Committee verified that all Measure A funds had been responsibly administered in accordance with the terms of Measure A during the reporting period.

Specifically, the Committee reviewed financial statements, which indicated that the Measure A funds had been appropriately spent with respect to financial management and internal controls. The Committee then reviewed the expenditure of Measure A funds for improvement projects and programs in a greater detail and concluded that the funds were spent for eligible projects and programs under the Strategies as identified in the Expenditure Plan and in accordance with the Expenditure Plan Guidelines.

Because spending for Measure A had not begun until late Fiscal Year 2004/2005, the Citizens' Oversight Committee determined that a letter format was appropriate to report the limited expenditure activity. Subsequent annual reports will include more expenditure details as the implementation of Measure A Strategies gain momentum in future years.

### **Members of the Oversight Committee**

| <b>Representing</b>  | <b>Member</b>   | <b>Alternate</b>   |
|--|-----------------|--------------------|
| Northern Marin Planning Area                               | Jim Leland      | <i>Vacant</i>      |
| Central Marin Planning Area                                | Barbara George  | <i>Vacant</i>      |
| Ross Valley Planning Area                                  | Lori Lopin      | William Petrocelli |
| Southern Marin Planning Area                               | Robert Burton   | Walter Strakosch   |
| West Marin Planning Area                                   | Timothy Stanton | Scott Tye          |
| Advocacy Group<br>Representing Bicyclists &<br>Pedestrians | Patrick Seidler | Susie Weaver       |

|   |                   |                 |
|---|-------------------|-----------------|
| Environmental Organizations                   | Don Wilhelm       | <i>Vacant</i>   |
| School Districts                              | Gina Palmo Feiner | Annan Paterson  |
| Taxpayer Group                                | Ray Hirsch        | Mike Cunningham |
| League of Women Voters                        | Ann Batman        | Sue Beittel     |
| Marin County Paratransit Coordinating Council | Allan Bortel      | Jane Scurich    |
| Major Marin Employers                         | <i>Vacant</i>     | <i>Vacant</i>   |
| Business Organizations                        | <i>Vacant</i>     | <i>Vacant</i>   |

If you would be interested in serving on the Citizens' Oversight Committee, please visit the TAM website listed below.

**Find Out More About TAM**

More information about TAM and its transportation projects and programs can be found on the TAM website: <http://www.tam.ca.gov>.